

Oak Park City Council Agenda

March 2, 2020





AGENDA
REGULAR CITY COUNCIL MEETING
38th CITY COUNCIL
OAK PARK, MICHIGAN
March 2, 2020
7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The following routine items are presented for City Council approval without discussion, as a single agenda item. Should any Council Member wish to discuss or disapprove any item it must be dropped from the blanket motion of approval and considered as a separate item.

A. Regular City Council Meeting Minutes of February 17, 2020

B. Special City Council Meeting Minutes of February 17, 2020

C. Recycling and Environmental Conservation Commission Meeting Minutes of August 15, 2019

D. Request to approve Payment Application No. 2 for the 2018 Joint and Crack Sealing Project, M-681 to Michigan Joint Sealing, Inc. of Farmington Hills, MI in the amount of \$9,245.63

E. Licenses - New and Renewals as submitted for March 2, 2020

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS:

A. Proclamation - Jack Kaufman - 100th Birthday

B. Presentation - Ferndale Public Schools

C. Presentation - Foreclosure Prevention – Oakland County Treasurer’s Office

8. PUBLIC HEARINGS: None

9. COMMUNICATIONS: None

10. SPECIAL LICENSES: None

11. ACCOUNTING REPORTS: None

12. BIDS:

A. Request to award the bid for the 2020 Joint and Crack Sealing Project, M-698 to Michigan Joint Sealing, Inc. of Farmington Hills, MI in the amount of \$144,331.45

13. ORDINANCES: None

14. CITY ATTORNEY:

15. CITY MANAGER:

Department of Public Works

- A. Request to approve change order for the 2020 Sewer Lining Project, M-703 to Inland Waters Pollution Control, Inc. of Detroit, MI for the amount of \$63,840.00
- B. Request to approve Proposed Change Order No. 1 for the 2019 Lead Water Service Replacement Project, M-701 to D'Angelo Brothers Inc. of Northville, MI for the amount of \$13,355.00

Administration

- C. March 10, 2020 Presidential Primary
- D. CDC update regarding Coronavirus

16. CALL TO THE AUDIENCE

Each speaker's remarks are a matter of public record; the speaker, alone, is responsible for his or her comments and the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member for failure to be germane to the business of the City, vulgarity, or personal attacks on persons or institutions." There is a three minute time limit per speaker.

17. CALL TO THE COUNCIL

18. ADJOURNMENT

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Accommodations to participate at a Council Meeting will be made with 7-day prior notice.



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
38th OAK PARK CITY COUNCIL
February 17, 2020
7:00 p.m.**

MINUTES

The meeting was called to order at 7:00 p.m. by Mayor McClellan in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

PRESENT: Mayor McClellan, Mayor Pro Tem Burns, Council Member Radner, Council Member Weiss, Council Member Edgar

ABSENT: None

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Krause

APPROVAL OF AGENDA:

CM-02-045-20 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED

Motion by Weiss, seconded by Burns, CARRIED UNANIMOUSLY, to approve the agenda as presented.

Voice Vote:	Yes:	McClellan, Burns, Radner, Weiss, Edgar
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-02-046-20 (AGENDA ITEM #5A-G) CONSENT AGENDA - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve the Consent Agenda consisting of the following items:

- A. Regular City Council Meeting Minutes of February 3, 2020 **CM-02-047-20**
- B. Special City Council Meeting Minutes of February 3, 2020 **CM-02-048-20**
- C. Planning Commission Meeting Minutes of November 12, 2019 **CM-02-049-20**
- D. Traffic Safety Commission Meeting Minutes of December 4, 2019 and January 8, 2020 **CM-02-050-20**
- E. Request to approve Change Order No. 2 for the 2018 Pocket Parks Construction Project, M-689 to Warren Contractors and Development Inc. of Shelby Township, MI for the amount of (\$33,342.41) and Payment Application No. 4 to the same for the amount of \$126,622.94 **CM-02-051-20**
- F. Request to advertise for bids for the City Complex Fencing Project **CM-02-052-20**
- G Licenses - New and Renewals submitted for February 17, 2020 **CM-02-053-20**

MERCHANT'S LICENSES – February 17, 2020
(Subject to All Departmental Approvals)

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
None			
<u>2020 RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
SAUNDERS LAND COMPANY	8564 CAPITAL	\$150.00	FUNERAL TRANSPORTATION
SUPERIOR ELECTRIC CO	10280 CAPITAL	\$150.00	ELECTRICAL CONTRACTOR
DESIGN METAL	10841 CAPITAL	\$187.50	SHEET METAL/ AUOTMOTIVE
AUTO METAL CRAFT	12721 CAPITAL	\$187.50	PROTOTYPE STAMPINGS
AUTO METAL CRAFT	12741 CAPITAL	\$187.50	PROTOTYPE STAMPINGS
BENSTON D. HARRIS	13040 CAPITAL	\$150.00	HVAC CONTRACTOR
LECOM	13270 CAPITAL	\$150.00	OVERHEAD ELECTRICAL POWER TRANSMISSIONS AND DISTRIBUTION SYSTEMS
LIVSMART	13305 CAPITAL 600	\$187.50	NUTRITION BAR MANUFACTURER
KERR PUMP SUPPLY	12880 CLOVERDALE	\$150.00	MANUFACTURER AND DISTRIBUTOR OF PUMPS AND PROCESS EQUIPMENT
AUDITORY INSTRUMENTS INC	13261 CLOVERDALE	\$187.50	REPAIR, SELL & CALIBRATE AUDITORY EQUIPMENT
TAMOUS ELECTRICAL SERV	21380 COOLIDGE	\$150.00	ELECTRICAL STORAGE EQUIP
KFC	22001 COOLIDGE	\$187.50	QUICK SERVICE RESTAURANT
OLYMPIC CYCLE & FITNESS	22031 COOLIDGE	\$187.50	BICYCLE SHOP
GLORY SUPER MARKET	22150 COOLIDGE	\$150.00	GROCERY STORE
MERCURY DRUGS	22150 COOLIDGE	\$150.00	PHARMACY
FOR KIDS ONLY	23101 COOLIDGE	\$150.00	RETAIL CLOTHING STORE
MARCUS WEAR AND TAILOR	24709 COOLIDGE	\$187.50	CLOTHING ALERATIONS
WEAVE WORLD	24725 COOLIDGE	\$187.50	INDIAN HAIR EXTENSIONS AND WIGS
WHOLESALERS			
SASSY NAILS	24750 COOLIDGE	\$150.00	NAIL SALON
INNOVATIVE HEARING SERVICES	25211 COOLIDGE	\$187.50	AUDIOLOGY
HAIR MOOD SALON	26035 COOLIDGE	\$225.00	SALON
PARTY TIME RENTAL	12980 EIGHT MILE	\$150.00	PARTY SUPPLY RENTAL CO.
SYNERGY ENERGY	13631 ELEVEN MILE	\$187.50	OUTPATIENT PHYS. THERAPY
WILSON WELLNESS	13691 ELEVEN MILE 108	\$187.50	TRADITIONAL MANUAL OSTEOPATHIC PRACTICE
KOR THERAPY	13691 ELEVEN MILE 109	\$187.50	SPINAL MOBILIZATION THER.
THE WAREHOUSE STORAGE	14701 ELEVEN MILE	\$187.50	AUTOMOTIVE STORAGE
PM ENVIRONMENTAL	15431 ELEVEN MILE	\$187.50	ENVIRONMENTAL CONSULT.
MONAGHAN'S TOWING	21680 FERN	\$150.00	TOWING
GREGS DIESEL SERVICE	21200 GREENFIELD	\$150.00	TRAILER REPAIR
TACO BELL #16415	21350 GREENFIELD	\$150.00	RESTAURANT
GOLD CORP	21600 GREENFIELD 100	\$150.00	WHOLESALE/RETAIL JEWELRY
GEM CORPORATION	21600 GREENFIELD 106	\$150.00	FINE JEWELRY, GEM STONES
DIAMOND NAILS	21700 GREENFIELD 118	\$150.00	NAIL SALON
AL'S JEWELRY	21700 GREENFIELD 306	\$150.00	JEWELER
RENAISSANCE JEWELERS	21700 GREENFIELD 325	\$150.00	JEWELER
SPECTRUM JEWELERS	21700 GREENFIELD 355	\$150.00	JEWELER
JKC JEWELRY & REPAIRS	21700 GREENFIELD 357	\$150.00	JEWELER
A1 CUSTOM DIAMONDS	21700 GREENFIELD 359	\$150.00	WHOLESALE/RETAIL JEWELRY
OSKA JEWELERS & REPAIR	21700 GREENFIELD 362	\$150.00	JEWELER
B-1 JEWELRY	21700 GREENFIELD 415	\$150.00	JEWELER
K & S DESIGN JEWELRY	21700 GREENFIELD 477	\$150.00	JEWELER
ANOTHER LEVEL UNISEX SALON	21700 GREENFIELD LL17	\$187.50	BEAUTY AND BARBER SHOP

CREATIVE STROKES ART	21700 GREENFIELD LL6	\$150.00	ART AND DRAWING CO.
HUTCH'S JEWELRY	23400 GREENFIELD	\$150.00	RETAIL JEWELRY STORE
SUNOCO	25000 GREENFIELD	\$150.00	GAS STATION
ZEMANS NEW YORK BAKERY	25258 GREENFIELD	\$150.00	BAKERY/CAFÉ
CARE PLUS PHARMACY	25290 GREENFIELD	\$150.00	RETAIL PHARMACY
SUMMIT DISABILITY	25900 GREENFIELD 111	\$150.00	LAW FIRM
STELLA'S PROFESSIONAL ALTERATIONS	25900 GREENFIELD 114	\$150.00	CLOTHING ALTERATIONS AND TAILORING
AUTO PRO TECHNICAL RECRUITING	25900 GREENFIELD 232	\$150.00	TECHINICAL RECRUITER
INTERNATIONAL CYBERGRAPHIX	25900 GREENFIELD 256	\$150.00	GRAPHIC DESIGN - WEBISTE PUBLISHING
THEMES OF HARMONY COUNSELING	25900 GREENFIELD 320	\$150.00	OUTPATIENT MENTAL PHYSICAL PRACTICE
BLUE REALTY	25900 GREENFIELD 403	\$150.00	PROPERTY MANAGEMENT AND DEVELOPMENT
HAPPINESS NOW HYPNOSIS	25900 GREENFIELD 201	\$150.00	HYPNOTHERAPY
J ANTHONY SALON	26060 GREENFIELD	\$187.50	BEAUTY SALON
METRO PCS BY T-MOBILE	26102 GREENFIELD	\$150.00	CELLULAR PHONES
B.C & F. TOOL COMPANY	26670 HARDING	\$150.00	TOOL MANUFACTURER
AMERICAN PRESTIGE MARBLE	21000 HUBBELL	\$150.00	GRANITE FABRICATIONS
FERNDALE FRIENDS	10440 NINE MILE	\$187.50	COMMUNITY PUBLISHING
WILLIAM L. JORDAN	12900 NINE MILE	\$150.00	OBGYN DOCTORS OFFICE
MOTOWN BODY OILS	13807 NINE MILE	\$187.50	OILS, BEAUTY PRODUCTS
GOOD HEALTHY PHARMACY	13821 NINE MILE	\$225.00	PHARMACY
BELLA VAMIER	13825 NINE MILE	\$187.50	WOMENS CLOTHING
MANE EVENT	15405 NINE MILE	\$187.50	BARBERSHOP
MARK CABINETRY	8510 NORTHEND	\$150.00	CABINETRY
ATLAS CUT STONE	12920 NORTHEND	\$150.00	LIMESTONE AND STONE SUP.
OOZE	13231 NORTHEND	\$225.00	WHOLESALE

Voice Vote: Yes: McClellan, Burns, Radner, Weiss, Edgar
 No: None
 Absent: None

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS:

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Detroit Institute of Arts Presentation. Public Affairs Officer Julie McFarland from the Detroit Institute of Arts provided an update on the museum and the benefits it offers the community.

(AGENDA ITEM #7B) Director of Technical & Planning Robert Barrett provided an update on the Safe Routes to School program and announced that a Federal grant of \$464,321.00 was awarded to Oak Park and will be used to enhance safety for school children and pedestrians in the community. Mr. Barrett expressed hope that construction would begin this summer on enhancements to the intersections of 10 Mile Road and Church Street, Lincoln and Marlow Streets.

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

CM-02-054-20 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$16,796.14 - APPROVED

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to approve payment of invoices #531493, #531494, #531495, #531496 and #531497 by Garan, Lucow, Miller P.C., for legal services rendered through January 31, 2020 in the total amount of \$16,796.14.

Roll Call Vote: Yes: McClellan, Burns, Radner, Weiss, Edgar
 No: None
 Absent: None

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

Public Safety

CM-02-055-20 (AGENDA ITEM #15A) REQUEST TO DECOMMISSION ENGINE #543 AND HAVE THE DEPARTMENT OF PUBLIC WORKS HANDLE LIQUIDATING THE APPARATUS - APPROVED

Motion by Burns, Seconded by Weiss, CARRIED UNANIMOUSLY, to decommission Engine #543 and have the Department of Public Works handle liquidating the apparatus.

Roll Call Vote: Yes: McClellan, Burns, Radner, Weiss, Edgar
 No: None
 Absent: None

MOTION DECLARED ADOPTED

Public Safety Director Cooper summarized the request to have Fire Engine #543 decommissioned. Engine 543 is currently 33 years old and has exceeded its life expectancy. There are currently three other fire engines in service and with Oak Park's mutual aid agreements with the cities of Berkley, Huntington Woods and Beverly Hills Public Safety Departments, Mr. Cooper indicated that he is comfortable with the City's ability to provide excellent fire protection for the community.

Administration

(AGENDA ITEM #15B) Budget Calendar. City Manager Tungate announced the schedule for preparing the 2020-21 budget. The budget is scheduled for adoption on May 18, 2020.

CALL TO THE AUDIENCE:

An Oak Park resident expressed concerns about his water bill.

CALL TO THE COUNCIL:

Mayor Pro Tem Burns reported that the Planning Commission recently approved a site plan for a new brewery to be located on 11 Mile Road.

Council Member Radner wished everyone a good night.

Council Member Weiss reminded everyone to participate in the upcoming census.

Council Member Edgar discussed the community visioning survey that was recently distributed to Oak Park constituents and commented how it reflected resident's desire for new business in the city.

Mayor McClellan reviewed past and upcoming City events and encouraged everyone to vote in the March 10th Presidential Primary. She reminded everyone how easy it is to vote absentee and encouraged them to do so.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:41 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
38th OAK PARK CITY COUNCIL
February 17, 2020
5:30 PM**

MINUTES

The Special Meeting was called to order at 5:30 P.M. by Mayor McClellan in the Executive Conference Room of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544

PRESENT: Mayor McClellan, Mayor Pro Burns, Council Member Weiss, Council Member Edgar

ABSENT: Council Member Radner

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, Director of Strategic Planning and Special Projects VanVleck, IT Director Singson, Assistant City Manager Yee

SPECIAL BUSINESS:

(AGENDA ITEM A) Strategic Planning.

Assistant City Manager Yee discussed the City Hall fencing project that would fence off portions of the employee parking areas around the 45th District Court and City Hall to add additional security for city staff. Council discussed material options and placement of the fencing. Color options for the vinyl fencing as a part of this project and the Nine Mile Road project were presented to Council and the darker colors were generally favored instead of white. The request to bid this project is on the February 17, 2020 regular meeting agenda.

Director of Strategic Planning and Special Projects VanVleck presented feedback from the Strategic Planning Survey that was distributed to all Oak Park constituents and Council discussed the findings. She noted there were 374 responses to the survey. She indicated Strategic Planning will continue with workshops scheduled for February 24 and 26, 2020.

The meeting concluded with Information Technology Director Singson discussing plans for an information technology overhaul that would align technology initiatives with overall strategic planning initiatives.

CALL TO THE AUDIENCE:

There were no members of the audience wishing to speak.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:54 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
 August 15, 2019
MEETING MINUTES

The meeting was called to order at 7:06pm by Chairperson Lewis in the Meeting Room Four of the Oak Park Community Center located at 14300 Oak Park Blvd. Oak Park MI, 48237.

Roll call was made.

PRESENT: Chairperson Al Lewis, Commission Members: Clarissa Clemons, Denise Trombly, Richard Readus, Steven Gold, and Public Works Liaison David DeCoster

ABSENT: Mayor Pro-Tem Solomon Radner, Co-Chair Carolyn Davis, Commission Members: Paul Bannon, Roselyn McKay, and Nynier Brown

ALSO PRESENT: Residents: Meghan Oesterle, Sherry Wells (Ferndale), and Doris Applebaum

1. READING AND APPROVAL OF MINUTES:

Moved by Steven Gold, seconded by Denise Trombly to approve the minutes of June 20, 2019.

Vote: Yes All
 No None

MOTION DECLARED ADOPTED

2. CONSIDERATION OF OLD BUSINESS

- A. A SOCRRA update was provided including answered to the contamination questions brought up at the last meeting.
- A request was made to tour the SOCRRA Facility.
- B. Pending any possible Commission member changes, The Deputy Clerk will come to a later meeting to discuss Robert's Rules and Commission rules.

3. NEW BUSINESS

- A. 2020 meeting dates were provided.
- The board was asked to review for the next meeting so that the city calendar can be published correctly.
- B. Chairperson Lewis indicated that Co-Chair Carolyn Davis may be resigning from the Commission.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
August 15, 2019
MEETING MINUTES

C. Commissioner Trombly reached out to the Library Director regarding a seminar is creating bags out of recycled t-shirts.

- SOCRRA will be at the Library for an evening presentation on October 16.
- David suggested that the Commission change the date of the October meeting to correlate with this meeting at the Library.
- A motion to change the October meeting date from Thursday, October 17, 2019 at 7:00pm to Wednesday, October 16, 2019 at 6:00pm was made.
- Moved by Steven Gold, seconded by Denise Trombly to approve meeting date change.

i. Vote: Yes All
 No None

MOTION DECLARED ADOPTED

D. The Chairperson went around the room as asked for updates. Discussions were held on the following topics:

- Can SOCRRA provide stickers for the tops of the rolling recycling bins?
 - i. What NOT to put in bin, i.e. plastic bags
- A request to watch two brief recycling presentations to the Ferndale City Council.
 - i. July 8, 2019 - <https://youtu.be/QEtcPBIFS1Q?t=859>
 - ii. July 22, 2019 - <https://youtu.be/JnniqPlw4v4?t=2512>
- Golf ball recycling

4. ADJOURNMENT

Moved by Richard Readus, seconded by Clarissa Clemons to adjourn the meeting.

Vote: Yes: All

No: None

Chairperson Lewis adjourned the meeting at 8:00pm.



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2020

AGENDA #

SUBJECT: Payment Application No. 2 for the 2018 Joint and Crack Sealing Project, M-681.

DEPARTMENT: Technical & Planning/DPW – Engineering *KJY*

SUMMARY: Attached is Payment Application No. 2 for the 2018 Joint and Crack Sealing Project, M-681. This project helps to preserve the pavement by preventing surface water from infiltrating the pavement, which adds longevity to the roads. This project is approximately 77% complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$112,100.00
	Total Completed to Date:	\$ 86,510.83
	Less Retainage:	\$ 5,605.00
	Net Earned:	\$ 80,905.83
	Deductions:	\$ 0.00
	Balance:	\$ 80,905.83
	Payments to Date:	\$ <u>71,660.20</u>
	Amount Due Michigan Joint Sealing, Inc.:	\$ 9,245.63

RECOMMENDED ACTION: It is recommended that Payment Application No. 2 for the 2018 Joint and Crack Sealing Project, M-681 be approved to Michigan Joint Sealing, Inc. of Farmington Hills, MI for the amount of \$9,245.63. Funding is available in the Local Streets Fund for this project. (No. 203-18-479-970)

APPROVALS:
City Manager: *[Signature]*

Department Director: *[Signature]*

Director of Finance: *[Signature]*

Budgeted:

EXHIBITS: Payment Application No. 2, Project area map

PAYMENT APPLICATION

PROJECT: 2018 JOINT & CRACK SEALING PROJECT
OWNER: CITY OF OAK PARK, MICHIGAN
CONTRACTOR: MICHIGAN JOINT SEALING, INC.
 28830 WEST EIGHT MILE RD.
 FARMINGTON HILLS, MI 48336

JOB NUMBER: M-681
APPLICATION NO.: 2
PERIOD ENDING: 2/14/2020

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Rout & Seal Joints & Cracks, Modified SP	180,000	LFT	\$0.53	16,171	\$8,570.63	145,511	\$77,120.83
2	Joint Sealing Compound, Modified SP	40,000	LBS	\$0.30	2,250	\$675.00	26,300	\$7,890.00
3	Minor Traffic Devices, Modified SP	1	LSUM	\$1,500.00	0	\$0.00	1	\$1,500.00
4	Inspection Crew Days	\$320.00	DAYS	10.00	1	\$0.00	13	\$0.00

Period Total Amount: \$9,245.63 **Amount to Date:** \$86,510.83

Current Contract Amount:

\$112,100.00

Earnings This Period: \$9,245.63

Total Earnings to Date: \$86,510.83

Less Retainage: \$5,605.00

Net Earned: \$80,905.83

Deductions: \$0.00

Balance: \$80,905.83

Payments to Date: \$71,660.20

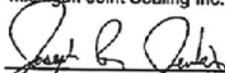
AMOUNT DUE MICHIGAN JOINT SEALING INC.: \$9,245.63

Accepted By:


 Michigan Joint Sealing Inc.

Date: 2-24-2020

Approved By:

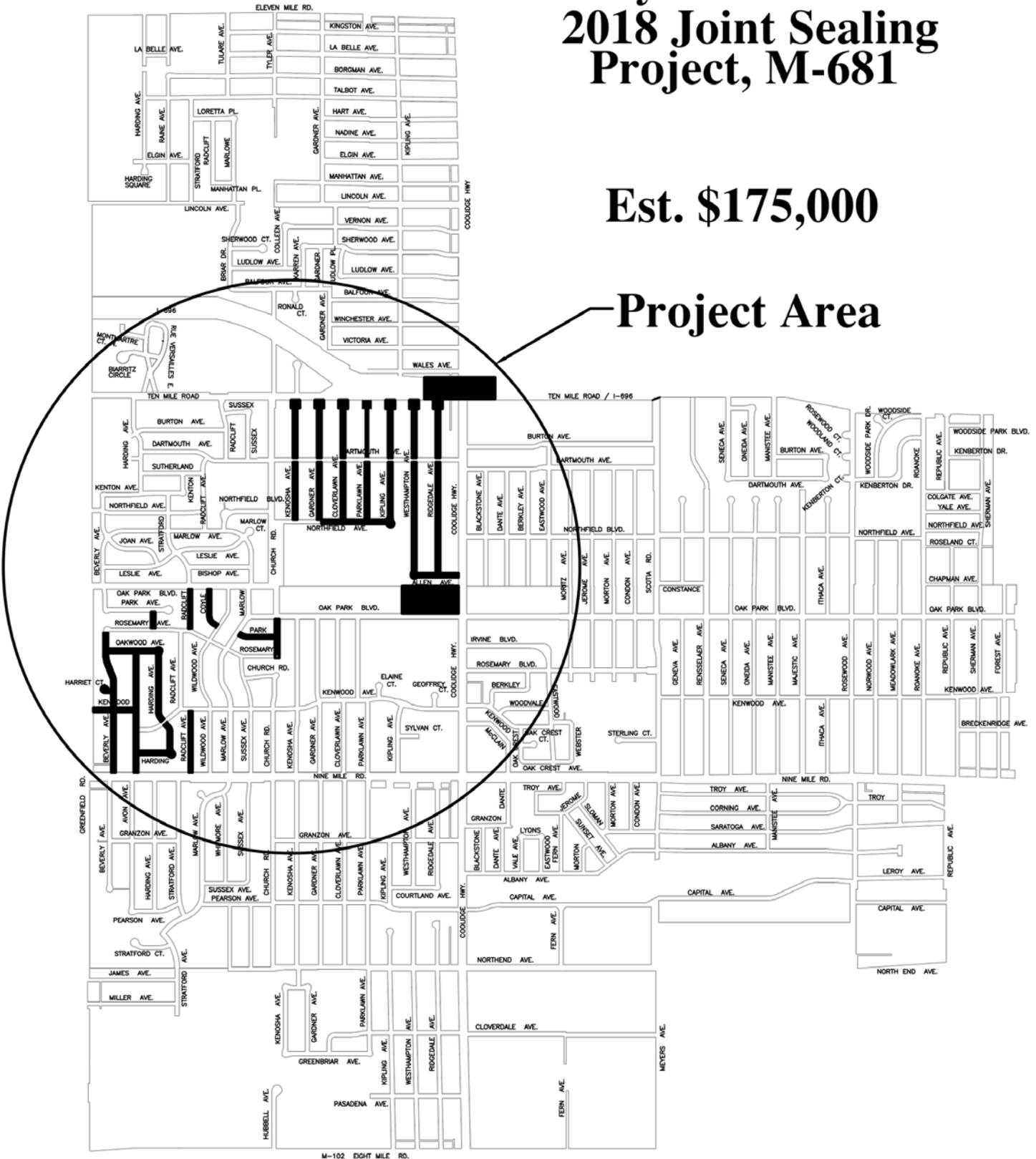

 Joseph Jenkins - Assistant City Engineer
 City of Oak Park, Michigan

Date: 2/20/2020

City of Oak Park 2018 Joint Sealing Project, M-681

Est. \$175,000

Project Area



MERCHANT'S LICENSES - MARCH 2, 2020

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEE	BUSINESS TYPE
PUREPOINT PHARMACY	15075 LINCOLN 110	\$ 150.00	PHARMACY
THE D LOFT CAFÉ	13710 W. NINE MILE	\$ 150.00	RESTAURANT, CARRY OUT

RENEWALS	ADDRESS	FEE	BUSINESS TYPE
HUNGTINGTON CLEANERS	12980 CAPITAL	\$ 150.00	WINDOW TREATMENT DIVISION
POE RESTORATION WATERPROOFING	21620 COOLIDGE 200	\$ 150.00	COMMERCIAL MASONRY RESTORATION
XQUISITE STYLZ LLC	22111 COOLIDGE	\$ 225.00	RETAIL
SAHARA RESTAURANT	24770 COOLIDGE	\$ 150.00	RESTAURANT
TUBBY'S	13740 EIGHT MILE	\$ 187.50	SUB SHOP/SANDWICH SHOP
WEATHERGARD WINDOW FACTORY	14350 EIGHT MILE	\$ 150.00	HOME IMPROVEMENT
DISCOUNT HYDRO	14370 EIGHT MILE	\$ 150.00	GARDENING SUPPLY WHOLESALE
HARTWELL CEMENT COMPANY	21650 FERN	\$ 150.00	COMMERCIAL CONCRETE CONSTRUCTION
MCDONALD'S	21000 GREENFIELD	\$ 150.00	QUICK SERVICE RESTAURANT
TO GO CAFE	21700 GREENFIELD 132	\$ 150.00	CONVENIENCE STORE
FINDINGS OUTLET	21990 GREENFIELD 100	\$ 150.00	JEWELER SUPPLIES
MOTOR CITY SOUL FOOD	24790 GREENFIELD	\$ 187.50	CARRY OUT RESTAURANT
STEPPING OUT HAIR AND NAIL SALON	25266 GREENFIELD	\$ 150.00	HAIR AND NAIL SALON
OXFORD HILL PARTNERS	25900 GREENFIELD 232	\$ 150.00	MARKETING CONSULTING
METROPOLITAN DRY CLEANERS	26126 GREENFIELD	\$ 150.00	DRY CLEAN AND LAUNDRY SERVICE
SANDLER CHIROPRACTIC	15400 LINCOLN 3	\$ 150.00	CHIROPRACTIC SERVICES
HAIR UNIQUE	8138 NINE MILE	\$ 150.00	HAIR SALON
GREAT HANDS MASSAGE	8230 NINE MILE	\$ 150.00	MASSAGE THERAPY
MARGARET HEPKE D.O	8750 NINE MILE	\$ 150.00	PHYSICIANS OFFICE
DON'S DONE-RITE AUTO WASH	10250 NINE MILE	\$ 150.00	EXTERIOR AUTOWASH
IT'S ALL ABOUT YOU	10810 NINE MILE	\$ 150.00	BEAUTY AND BARBERSHOP



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2020 **AGENDA #**

SUBJECT: Report on bids for the 2020 Joint and Crack Sealing Project, M-698.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: At the January 21, 2020 regular meeting of the Oak Park City Council, the request to bid the 2020 Joint and Crack Sealing Project, M-698 was approved (CM-01-013-20). The project was advertised and 16 contractors viewed the contract documents. On February 4, 2020, three bids were received and opened. The low bidder, Michigan Joint Sealing, Inc. of Farmington Hills, MI submitted a bid of \$144,331.45. References were checked and all has positive responses.

FINANCIAL STATEMENT: There is \$150,000 budgeted in the 2019-20 budget for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to award the bid for the 2020 Joint and Crack Sealing Project, M-698 Michigan Joint Sealing, Inc. of Farmington Hills, MI in the amount of \$144,331.45 be approved. Funding is available in the Local Street Fund 203-18-479-970 for this project.

APPROVALS:

City Manager: *[Signature]*

Department Director: *[Signature]*

Finance Director: _____

Legal: _____ N/A _____

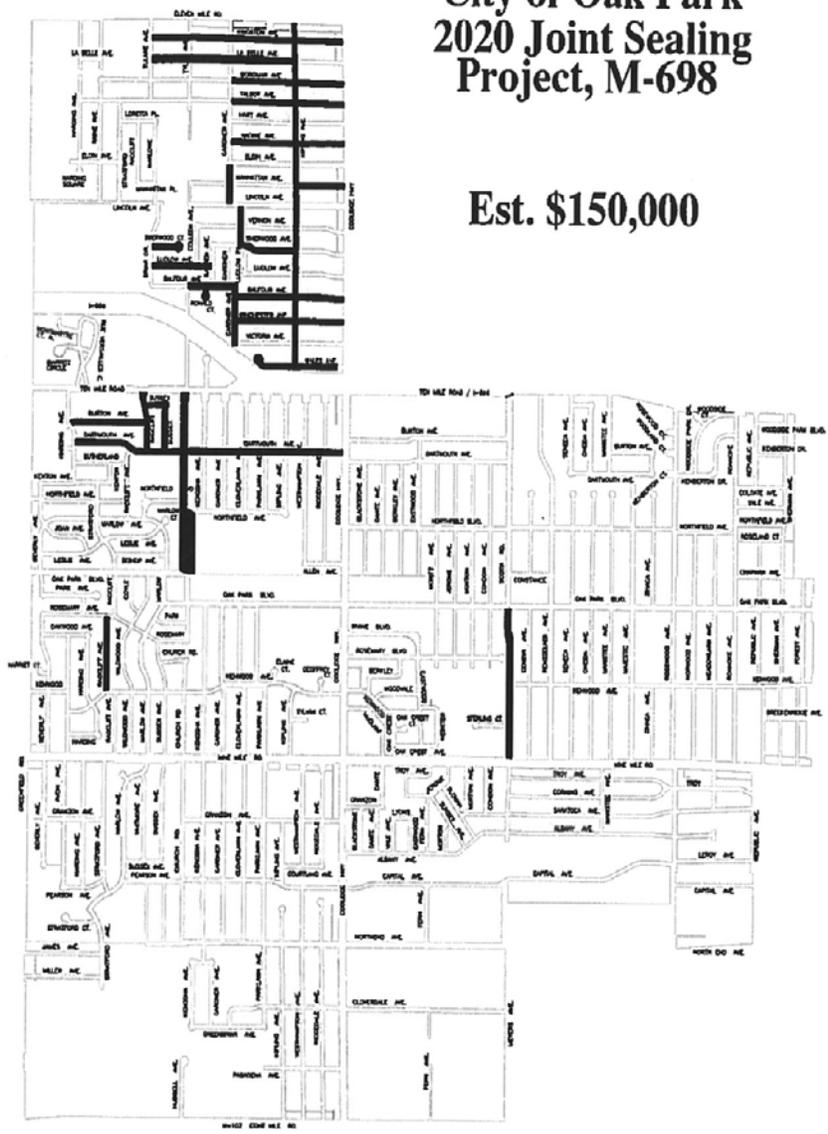
EXHIBITS: Bid Tabulation

BID TABULATION

2020 JOINT AND CRACK SEALING PROJECT, M-698 BID OPENING DATE TUESDAY FEBRUARY 4, 2020 2:00 PM				MICHIGAN JOINT SEALING, INC. 28830 WEST EIGHT MILE RD. FARMINGTON HILLS, MI 48336 248-476-4120		SCODELLER CONSTRUCTION 51722 GRAND RIVER AVE. WIXOM, MI 48393 248-374-1102		CARR'S OUTDOOR SERVICES 48910 FORD ROAD CANTON, MI 48187 734-564-8242	
ITEM	DESCRIPTION	QUANT.	U/M	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	ROUT AND SEAL JOINTS AND CRACKS MODIFIED SP	193,455	LFT	\$ 0.61	\$ 118,007.55	\$ 0.60	\$ 116,073.00	\$ 0.70	\$ 135,418.50
2	JOINT SEALING COMPOUND MODIFIED SP	42,990	LBS	\$ 0.61	\$ 26,223.90	\$ 0.72	\$ 30,952.80	\$ 0.40	\$ 17,196.00
3	MINOR TRAFFIC DEVICES MODIFIED SP	1	LSUM	\$ 100.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
				\$ 144,331.45		\$ 147,525.80		TOTAL COST	\$ 153,614.50

City of Oak Park 2020 Joint Sealing Project, M-698

Est. \$150,000





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2020

AGENDA #

SUBJECT: Proposed Change Order no. 1 for the 2020 Sewer Lining Project, M-703.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: Attached is a proposed Change Order to increase the amount of sewer lining that we would like to do as part of this project. The bids came in lower than estimated and we have sewer pipes that we would recommend adding to the project.

FINANCIAL STATEMENT: There is \$500,000 budgeted in the 2019-20 budget for this expenditure.

RECOMMENDED ACTION: It is recommended that the attached Change Order for the 2020 Sewer Lining Project, M-703 to Inland Waters Pollution Control, Inc. of Detroit, MI for the amount of \$63,840.00 be approved. This will bring the project total to \$295,923.00. Funding is available in the Water and Sewer Fund 592-18-550-970 for this project.

APPROVALS:

City Manager: *[Signature]*

Department Director: *[Signature]*

Finance Director: *[Signature]*

Legal: N/A

EXHIBITS: Proposed Change Order

CHANGE ORDER

PROJECT:	2020 Sewer Lining Project	JOB NUMBER:	M-703
OWNER:	City of Oak Park, Michigan	CHANGE ORDER NO.:	1
CONTRACTOR:	Inland Waters Pollution Control 4086 Michigan Avenue Detroit, MI 48210	PAGE:	1

TO THE CONTRACTOR:

You are hereby directed to comply with the changes/extras to the contract documents.
This change order reflects work completed or anticipated. Documentation supporting these changes is on file with the City Engineer.

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	Total Amount
3	12" SEWER PIPE LINING	1,989	LFT	\$44.00	610	0	\$26,840.00
5	18" SEWER PIPE LINING	514	LFT	\$56.00	230	0	\$12,896.00
7	REINSTATING SEWER LATERAL	120	EA	\$50.00	33	0	\$1,650.00
8	SEWER LATERAL PROTRUDING LEAD CUTTING	10	EA	\$50.00	1	0	\$50.00
12	10" SEWER PIPE LINING	0	LFT	\$38.00	590	0	\$22,420.00
TOTALS							\$63,840.00

SUMMARY

Total Increase	\$63,840.00
	\$63,840.00
Contract Amount	\$232,083.00
Change Order No. 1:	\$63,840.00
New Contract Amount:	\$295,923.00



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: March 2, 2020

AGENDA#

SUBJECT: Proposed Change Order no. 1 and Payment Application No. 3 for the 2019 Lead Water Service Replacement Project, M-701.

DEPARTMENT: Technical & Planning/DPW – Engineering *KJY*

SUMMARY: Attached are Proposed Change Order no. 1 and Payment Application No. 3 for the 2019 Lead Water Service Replacement Project, M-701. This project will replace lead water services throughout the City. This project is approximately 80% complete.

FINANCIAL STATEMENT:

Original Approved Amount:	\$300,000.00
Proposed Change Order no. 1:	<u>\$ 13,355.00</u>
New Contract Amount:	\$313,355.00
Total Completed to Date:	\$313,355.00
Less Retainage:	\$ 15,667.75
Net Earned:	\$297,687.25
Deductions:	\$ 0.00
Balance:	\$297,687.25
Payments to Date:	<u>\$216,619.00</u>
Amount Due D'Angelo Brothers, Inc.:	\$ 81,068.25

RECOMMENDED ACTION: It is recommended that Proposed Change Order No. 1 for the 2019 Lead Water Service Replacement Project, M-701 be approved to D'Angelo Brothers Inc. of Northville, MI for the amount of \$13,355.00. It is further recommended that Payment Application No. 3 for the same be approved for the amount of \$81,068.25. Funding is available in the Water & Sewer Fund (592-18-538-970) for this project.

APPROVALS:

City Manager: *[Signature]* Department Director: *[Signature]*

Director of Finance: *[Signature]* Legal: NA

Budgeted:

EXHIBITS: Proposed Change Order no. 1 and Payment Application No. 3

CHANGE ORDER

PROJECT: LEAD WATER SERVICE REPLACEMENT PROJECT **JOB NUMBER:** M-701

OWNER: CITY OF OAK PARK, MICHIGAN **CHANGE ORDER NO.:** 1

CONTRACTOR: D'ANGELO BROTHERS **PAGE:** 1
 21213 EQUESTRIAN TRAIL
 NORTHVILLE, MI 48167

TO THE CONTRACTOR:

You are hereby directed to comply with the changes/extras to the contract documents.
 This change order reflects work completed or anticipated. Further documentation supporting these changes is on file with the City Engineer.

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	TOTAL Amount
3	WATER SERVICE LINE TYPE K COPPER 3/4"	5,600	LFT	\$25.00	45.00	5,645.00	\$ 1,125.00
7	UTILITY LOCATION ON PRIVATE PROPERTY	25	EA	\$100.00	4.00	29.00	\$ 400.00
9	NEW CURB STOP INSTALLATION	0	EA	\$330.00	93.00	93.00	\$ 30,690.00
TOTALS							\$ 32,215.00

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Decreased Quantity	Quantity to Date	TOTAL Amount
2	WATER SERVICE CONNECTION TO EXISTING STOP BOX	100	EA	\$430.00	-9.00	91.00	\$ (3,870.00)
4	WATER SERVICE LINE TYPE K COPPER 1"	125	LFT	\$25.00	-80.00	45.00	\$ (2,000.00)
5	WATER SERVICE CONNECTION ON PRIVATE PROP. (BASEMENT OR CRAWL)	100	EA	\$485.00	-9.00	91.00	\$ (4,365.00)
6	WATER SERVICE CONNECTION ON PRIVATE PROPERTY (SLAB)	15	EA	\$485.00	-15.00	0.00	\$ (7,275.00)
8	REMOVE AND REPLACE DRAIN TILES	270	LFT	\$5.00	-270.00	0.00	\$ (1,350.00)
TOTALS							\$ (18,860.00)

SUMMARY

Total Increase	\$	32,215.00
Total Decrease	\$	(18,860.00)
Total for Change Order No.1:	\$	13,355.00
Contract Amount	\$	300,000.00
Change Order No. 1:	\$	13,355.00
New Contract Amount:	\$	313,355.00

 D'Angelo Brothers Date

 Joseph Jenkins, Assistant City Engineer Date

PAYMENT APPLICATION

PROJECT: LEAD WATER SERVICE REPLACEMENT PROJECT

JOB NUMBER: M-701

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 3

CONTRACTOR: D'ANGELO BROTHERS
21213 EQUESTRIAN TRAIL
NORTHVILLE, MI 48167

PERIOD ENDING: 2/21/2020

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	WATER SERVICE CONNECTION TO WATER MAIN LESS THAN 2"	35	EA	\$1,550.00	10.00	\$15,500.00	35.00	\$54,250.00
2	WATER SERVICE CONNECTION TO EXISTING STOP BOX	100	EA	\$430.00	25.00	\$10,750.00	91.00	\$39,130.00
3	WATER SERVICE LINE TYPE K COPPER 3/4"	5,500	LFT	\$25.00	1,522.00	\$38,050.00	5,645.00	\$141,125.00
4	WATER SERVICE LINE TYPE K COPPER 1"	125	LFT	\$25.00	0.00	\$0.00	45.00	\$1,125.00
5	WATER SERVICE CONNECTION ON PRIVATE PROP. (BASEMENT OR CRAWL)	100	EA	\$485.00	25.00	\$12,125.00	91.00	\$44,135.00
6	WATER SERVICE CONNECTION ON PRIVATE PROPERTY (SLAB)	15	EA	\$485.00	0.00	\$0.00	0.00	\$0.00
7	UTILITY LOCATION ON PRIVATE PROPERTY	25	EA	\$100.00	0.00	\$0.00	29.00	\$2,900.00
8	REMOVE AND REPLACE DRAIN TILES	270	LFT	\$5.00	0.00	\$0.00	0.00	\$0.00
9	NEW CURB STOP INSTALLATION	0	EA	\$330.00	27.00	\$8,910.00	93.00	\$30,690.00

Period Total Amount: \$85,335.00 Amount to Date: \$313,355.00

Original Contract Amount: \$300,000.00
Change Order No. 1: \$13,355.00
New Contract Amount: \$313,355.00

Earnings This Period: \$85,335.00
Total Earnings to Date: \$313,355.00
Less Retainage: \$15,667.75
Net Earned: \$297,687.25
Deductions: \$0.00
Balance: \$297,687.25
Payments to Date: \$216,619.00

AMOUNT DUE D'ANGELO BROTHERS: \$81,068.25

Accepted By: _____
D'Angelo Brothers

Date: _____

Approved By: _____
Joseph Jenkins, City Assistant Engineer
City of Oak Park, Michigan

Date: _____

Coronavirus Disease 2019 (COVID-19)

Share the Facts, Stop Fear

Know the facts about coronavirus disease 2019 (COVID-19) and help stop the spread of rumors.

FACT
1

Someone who has completed quarantine or has been released from isolation does not pose a risk of infection to other people.

For up-to-date information, visit CDC's coronavirus disease [situation summary page](#).

FACT
2

The risk of getting COVID-19 in the U.S. is low.

Some people who have traveled to places where many people have gotten sick with COVID-19 may be monitored by health officials to protect their health and the health of other people in the community.

FACT
3

Diseases can make anyone sick regardless of their race or ethnicity.

People of Asian descent, including Chinese Americans, are not more likely to get COVID-19 than any other American. Help stop fear by letting

FACT
4

You can help stop COVID-19 by knowing the signs and symptoms:

- Fever
- Cough
- Shortness of breath

Seek medical advice if you have traveled to China in the past 14 days and feel sick. Call ahead before you go to a doctor's office or emergency room. Tell them about your recent travel and your symptoms.

FACT
5

There are simple things you can do to help keep yourself and others healthy.

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.

Coronavirus Disease 2019 (COVID-19)

Coronavirus Disease 2019 (COVID-19) Situation Summary

This is an emerging, rapidly evolving situation and CDC will provide updated information as it becomes available, in addition to updated guidance.

Updated February 25, 2020

Background

CDC is responding to an outbreak of respiratory disease caused by a novel (new) coronavirus that was first detected in Wuhan City, Hubei Province, China and which has now been detected in 37 locations internationally, including cases in the United States. The virus has been named "SARS-CoV-2" and the disease it causes has been named "coronavirus disease 2019" (abbreviated "COVID-19").

On January 30, 2020, the International Health Regulations Emergency Committee of the World Health Organization declared the outbreak a "public health emergency of international concern" (PHEIC). On January 31, 2020, Health and Human Services Secretary Alex M. Azar II declared a public health emergency (PHE) for the United States to aid the nation's healthcare community in responding to COVID-19.

Source and Spread of the Virus

Coronaviruses are a large family of viruses that are common in many different species of animals, including camels, cattle, cats, and bats. Rarely, animal coronaviruses can infect people and then spread between people such as with MERS-CoV, SARS-CoV, and now with this new virus (named SARS-CoV-2).

The SARS-CoV-2 virus is a betacoronavirus, like MERS-CoV and SARS-CoV. All three of these viruses have their origins in bats. The sequences from U.S. patients are similar to the one that China initially posted, suggesting a likely single, recent emergence of this virus from an animal reservoir.

Early on, many of the patients in the COVID-19 outbreak in Wuhan, China had some link to a large seafood and live animal market, suggesting animal-to-person spread. Later, a growing number of patients reportedly did not have exposure to animal markets, indicating person-to-person spread. Person-to-person spread has been reported outside China, including in the United States and other locations. Chinese officials report that sustained person-to-person spread in the community is occurring in China. In addition, other destinations

Confirmed COVID-19 Cases Global Map



[View larger image and see a list of locations](#)



COVID-19 cases in the U.S.

have [apparent community spread](#), meaning some people have been infected who are not sure how or where they became infected. Learn what is known about the [spread of newly emerged coronaviruses](#).

Situation in U.S.

Imported cases of COVID-19 in travelers have been [detected in the U.S.](#) Person-to-person spread of COVID-19 also has been seen among close contacts of returned travelers from Wuhan, but at this time, this virus is NOT currently spreading in the community in the United States.

Illness Severity

Both MERS-CoV and SARS-CoV have been known to cause severe illness in people. The complete clinical picture with regard to COVID-19 is not fully understood. Reported illnesses have ranged from mild to severe, including illness resulting in death. Learn more about the [symptoms associated with COVID-19](#).

There are ongoing investigations to learn more. This is a rapidly evolving situation and information will be updated as it becomes available.

Risk Assessment

Outbreaks of novel virus infections among people are always of public health concern. The risk from these outbreaks depends on characteristics of the virus, including how well it spreads between people, the severity of resulting illness, and the medical or other measures available to control the impact of the virus (for example, vaccine or treatment medications). The fact that this disease has caused illness, including illness resulting in death, and sustained person-to-person spread is concerning. These factors meet two of the criteria of a pandemic. As community spread is detected in more and more countries, the world moves closer toward meeting the third criteria, worldwide spread of the new virus.

The potential public health threat posed by COVID-19 is high, both globally and to the United States.

But individual risk is dependent on exposure.

- For the general American public, who are unlikely to be exposed to this virus at this time, the immediate health risk from COVID-19 is considered low.
- Under current circumstances, certain people will have an increased risk of infection, for example healthcare workers caring for patients with COVID-19 and other close contacts of persons with COVID-19. CDC has developed [guidance to help in the risk assessment and management](#) of people with potential exposures to COVID-19.

However, it's important to note that current global circumstances suggest it is likely that this virus will cause a [pandemic](#). In that case, the risk assessment would be different.

What May Happen

More cases are likely to be identified in the coming days, including more cases in the United States. It's also likely that person-to-person spread will continue to occur, including in the United States. Widespread transmission of COVID-19 in the United States would translate into large numbers of people needing medical care at the same time. Schools, childcare centers, workplaces, and other places for mass gatherings may experience more absenteeism. Public health and healthcare systems may become overloaded, with elevated rates of hospitalizations and deaths. Other critical infrastructure, such as law enforcement, emergency medical services, and transportation industry may also be affected.

Health care providers and hospitals may be overwhelmed. At this time, there is no vaccine to protect against COVID-19 and no medications approved to treat it. [Nonpharmaceutical interventions](#) would be the most important response strategy.

CDC Response

Global efforts at this time are focused concurrently on containing spread of this virus and mitigating the impact of this virus. The federal government is working closely with state, local, tribal, and territorial partners, as well as public health partners, to respond to this public health threat. The public health response is multi-layered, with the goal of detecting and minimizing introductions of this virus in the United States so as to reduce the spread and the impact of this virus. CDC is operationalizing all of its pandemic preparedness and response plans, working on multiple fronts to meet these goals, including specific measures to [prepare communities](#) to respond local transmission of the virus that causes COVID-19. There is an abundance of [pandemic guidance](#) developed in anticipation of an influenza pandemic that is being repurposed and adapted for a COVID-19 pandemic.

Highlights of CDC's Response

- CDC established a COVID-19 Incident Management System on January 7, 2020. On January 21, CDC activated its Emergency Operations Center to better provide ongoing support to the COVID-19 response.
- The U.S. government has taken unprecedented steps with respect to **travel** in response to the growing public health threat posed by this new coronavirus:
 - Effective February 2, at 5pm, the U.S. government suspended entry of foreign nationals who have been in China within the past 14 days.
 - U.S. citizens, residents, and their immediate family members who have been in Hubei province and other parts of mainland China are allowed to enter the United States, but they are subject to health monitoring and possible quarantine for up to 14 days.
 - CDC has issued the following travel guidance related to COVID-19:
 - [China — Level 3, Avoid Nonessential Travel](#) — updated February 22;
 - [South Korea — Level 3, Avoid Nonessential Travel](#) — updated February 24;
 - [Japan — Level 2, Practice Enhanced Precautions](#) — updated February 22;
 - [Iran — Level 2, Practice Enhanced Precautions](#) — issued February 23;
 - [Italy — Level 2, Practice Enhanced Precautions](#) — issued February 23;
 - [Hong Kong — Level 1, Practice Usual Precautions](#) — issued February 19.
 - CDC also recommends that [all travelers reconsider cruise ship voyages into or within Asia](#) at this time.
- CDC is issuing clinical guidance, including:
 - An [interim Health Alert Network \(HAN\) Update](#) to inform state and local health departments and healthcare professionals about this outbreak on February 1.
 - On January 30, CDC published [guidance for healthcare professionals on the clinical care of COVID-19 patients](#).
 - On February 3, CDC posted [guidance for assessing the potential risk for various exposures](#) to COVID-19 and managing those people appropriately.
- CDC has deployed multidisciplinary teams to support state health departments with clinical management, contact tracing, and communications.

CDC has worked with the Department of State, supporting the safe return of Americans who have been stranded as a result of the ongoing outbreaks of COVID-19 and related travel restrictions. CDC has worked to assess the health of passengers as they return to the United States and provided continued daily monitoring of people who are quarantined.

tories and select international laboratories. The test kits are bolstering global laboratory capacity for detecting SARS-CoV-2.

- CDC laboratories have supported the COVID-19 response, including:
 - CDC has developed a real time Reverse Transcription-Polymerase Chain Reaction (rRT-PCR) test that can diagnose COVID-19 in respiratory samples from clinical specimens. On January 24, CDC [publicly posted the assay protocol](#) for this test.
 - CDC has been uploading the entire genome of the viruses from reported cases in the United States to GenBank as sequencing was completed.
 - [CDC has grown the COVID-19 virus in cell culture](#), which is necessary for further studies, including for additional genetic characterization. The cell-grown virus was sent to NIH's [BEI Resources Repository](#) [↗](#) for use by the broad scientific community.

CDC Recommends

- While the immediate risk of this new virus to the American public is believed to be low at this time, everyone can do their part to help us respond to this emerging public health threat:
 - It's currently flu and respiratory disease season and CDC recommends getting a flu vaccine, taking everyday preventive actions to help stop the spread of germs, and taking flu antivirals if prescribed.
 - If you are a healthcare provider, be on the look-out for people who recently traveled from China and have fever and respiratory symptoms.
 - If you are a healthcare provider caring for a COVID-19 patient or a public health responder, please take care of yourself and follow recommended infection control procedures.
 - If you have been in China or have been exposed to someone sick with COVID-19 in the last 14 days, you will face some limitations on your movement and activity. Please follow instructions during this time. Your cooperation is integral to the ongoing public health response to try to slow spread of this virus. If you develop COVID-19 symptoms, contact your healthcare provider, and tell them about your symptoms and your travel or exposure to a COVID-19 patient.
 - For people who are ill with COVID-19, please follow [CDC guidance on how to reduce the risk of spreading your illness to others](#).

Other Available Resources

The following resources are available with information on COVID-19

- [U.S. Department of State China Travel Advisory](#) [↗](#)
- [World Health Organization, Coronavirus](#) [↗](#)

Page last reviewed: February 25, 2020

Content source: [National Center for Immunization and Respiratory Diseases \(NCIRD\)](#), Division of Viral Diseases